UNITED NATIONS **ST**

Secretariat

ST/IC/1996/63
4 November 1996

INFORMATION CIRCULAR

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: TIME OFF FOR VOTING ON UNITED STATES ELECTION DAY*

1. Staff members of United States nationality wishing to exercise their right to vote on Tuesday, 5 November 1996, should try to do so outside their normal working hours. Those who are unable to do so may ask the executive officer of their department or office for up to two hours of time off. Executive officers will grant any such requests consistent with the exigencies of the service.

2. Any absence from duty not specifically authorized, including any absence beyond the allowable two-hour maximum, will be treated in accordance with the provisions of staff rule 105.1 (b) (ii).

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* Personnel Manual index No. 13090.

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